

Bidder's Name: Sobel & CO, LLC -BAFO-RFP 14-X-23110
 June 6, 2013

POOL 2: FINANCIAL AUDITING AND GRANT MANAGEMENT

LINE #	STAFF CLASSIFICATIONS	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE	YEAR 3 HOURLY RATE
11	Partner/Principal/Director	\$ 300.00	\$ 310.00	\$ 320.00
12	Program Manager	\$ 195.00	\$ 200.00	\$ 205.00
13	Project Manager	\$ 250.00	\$ 260.00	\$ 270.00
14	Subject Matter Expert	\$ 285.00	\$ 295.00	\$ 305.00
15	Supervisory/Senior Consultant	\$ 180.00	\$ 185.00	\$ 190.00
16	Consultant	\$ 140.00	\$ 145.00	\$ 150.00
19	Associate/Staff	\$ 110.00	\$ 115.00	\$ 120.00
18	Administrative Support Staff	\$ 70.00	\$ 75.00	\$ 80.00

Line #	Pass Through Price Lines *	Year 1	Year 2	Year 3
19	Other Direct Costs	N/A	N/A	N/A
20	Travel Expenses and Reimbursements	N/A	N/A	N/A

- The State makes no guarantee of volume of work effort.
- * The Pass Through Price Lines shall be used to reimburse for Travel and Other Direct Costs only. No mark-up will be provided for Price Lines 9 and 10.

COPY

**RFP # 14-X-23110
AUDITING AND OTHER RELATED SERVICES
FOR DISASTER RECOVERY (HURRICANE SANDY)**

Proposals Submissions Date: May 31, 2013 (2:00 p.m.)

Volume 1

Forms (Sections 4.4.1 and 4.4.2)

Volume 2

**Technical Proposal (Section 4.4.3)
Organizational Support and Experience (Section 4.4.4)**

Volume 3

Section 4 – Price Schedule (Section 4.4.5)



May 30, 2013

New Jersey Department of the Treasury
Procurement Bureau
33 West State Street, 9th Floor
Trenton, New Jersey 08625

Attention: Supervisor, Proposal Review Unit

We are pleased to submit this Proposal regarding your Request for Proposal #14-X-23110 for Prequalification Pools: Auditing and Other Related Services in Support of Disaster Recovery (Hurricane Sandy) on behalf of Sobel & Co., LLC. Sobel & Co. is proposing on Pool 2 – Financial Auditing and Grant Management.

We have read the Request for Proposal and fully understand its intent and contents. We certify that we have adequate personnel, insurance, equipment, and facilities to fulfill the specified requirements. We understand that our ability to meet the criteria and provide the required services shall be judged solely by the Selection Committee.

We have attached the following:

- 1) Volume 1
Forms (Section 4.4.1 and 4.4.2)
- 2) Volume 2
Technical Proposal (Section 4.4.3)
- 3) Volume 3
Section 4 – Price Schedule (Section 4.4.5)

The December 31, 2011/2012 unaudited financial statements of Sobel & Co., LLC CPA's have been furnished as part of Volume 2, pursuant to the RFP #14-X-23110. Sobel & Co. would like to designate such financial information as "Confidential" and not subject to public disclosures under any OPRA requests. If such information is to be made public, Sobel & Co. respectfully requests to be notified prior to such disclosure of our firm's financial information.

Sobel & Co., LLC

Sobel & Co., LLC maintains a banking relationship with [REDACTED] Senior Vice President of Wells Fargo. He can be reached at [REDACTED] or [REDACTED]

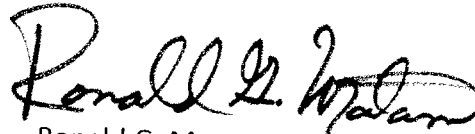
It is further understood and agreed that all information included in, attached to, or required by the Request for Proposal shall be public record upon delivery, except for Sobel & Co.'s financial statements as requested above.

We believe that Sobel & Co., LLC has the experience and qualifications to make us the best candidate for this Hurricane Sandy Disaster Recovery project.

If you have any questions regarding our submission please contact us. We look forward to working with the State of New Jersey.

Very truly yours,

SOBEL & CO., LLC
Certified Public Accountants



Ronald G. Matan, CPA, CGMA
Partner

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**RFP # 14-X-23110
AUDITING AND OTHER RELATED SERVICES
FOR DISASTER RECOVERY (HURRICANE SANDY)**

Proposals Submissions Date: May 31, 2013 (2:00 p.m.)

**Volume 2
Technical Proposal (Section 4.4.3)
Organizational Support and Experience (Section 4.4.4)**

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POOL 2 – FINANCIAL AUDITING AND GRANT MANAGEMENT

TECHNICAL PROPOSAL (Section 4.4.3 of RFQ)

APPROACH AND PLANS FOR ACCOMPLISHING THE SCOPE OF SERVICES

Consistent with the Scope of Services outlined in Section 3.0 of the RFQ, Sobel & Co.'s engagement team will undertake the tasks as follows:

- a) *Plan, implement, administer, coordinate, monitor and evaluate the specific activities of all assigned financial and administrative functions. Develop and modify policies, procedures and systems in accordance with organizational needs and objectives, as well as applicable government regulations.*

In order to fulfill this objective we will first obtain an understanding of the nature of the program or program components of the Using Agency. To obtain that understanding we will develop a risk assessment. Areas which will impact the risk assessment include: visibility, sensitivity, and relevant risks associated with the program; age of the program or changes in its conditions; the size of the program in terms of total dollars, number of citizens affected, or other measures; level and extent of review or other forms of independent oversight; program's strategic plan and objectives; and external factors or conditions that could directly affect the program.

Our obtaining an understanding of the program and developing the risk assessment will help us understand the specific activities of all assigned financial and administrative functions associated with Pool 2 Task Orders. Our understanding will come from knowledge we already have with similar programs and from review of the specific program requirements of the Disaster Recovery Assistance related to Super-Storm Sandy. The extent and breadth of inquiries and observations associated with the consulting will vary based on the task order assigned by the Using Agencies, as will the need to understand individual aspects of the program, such as the following:

- Laws, regulations, and provisions of contracts or grant agreements
- Purpose and goals
- Internal and management controls
- Safeguarding of assets and resources
- Measures of efforts (dollars spent, employee-hours expended, square feet of building space, etc.)
- Program operations
- Outputs
- Outcomes
- Information systems controls
- Legal and regulatory requirements
- Fraud

- Abuse
- Ongoing investigations or legal proceedings
- Previous task orders assigned

We will also identify the criteria used by the Using Agency in the implementation of their financial and administrative functions. Criteria represent the laws, regulations, contracts, grant agreements, standards, measures, expected performance, defined business practices, and benchmarks against which performance is compared or evaluated. Criteria identify the required or desired state or expectation with respect to the program or operation. Criteria provide a context for evaluating evidence and understanding the findings, conclusions, and recommendations included in the report. We will use criteria that are relevant to the objectives of the task order assigned and permit consistent assessment of the subject matter.

The following are some examples of criteria:

- a. purpose or goals prescribed by law or regulation or set by officials of the audited entity,
- b. policies and procedures established by officials of the audited entity,
- c. technically developed standards or norms,
- d. expert opinions,
- e. prior periods' performance,
- f. defined business practices,
- g. contract or grant terms, and
- h. performance of other entities or sectors used as defined benchmarks.

In order to develop and modify policies/procedures/systems in accordance with organizational needs and objectives of the Using Agency, as well as applicable government regulations Sobel & Co. will test for the 14 types of compliance requirements as stated in Circular OMB A-133 and NJ Circular 04-04 where noncompliance may have a direct and material effect on a Federal or State program. The 14 types of compliance requirements are:

- A. Activities Allowed or Unallowed
- B. Allowable Costs/Cost Principles
- C. Cash Management
- D. Davis-Bacon Act
- E. Eligibility
- F. Equipment and Real Property Management
- G. Matching, Level of Effort, Earmarking
- H. Period of Availability of Federal Funds
- I. Procurement and Suspension and Debarment
- J. Program Income
- K. Real Property Acquisition and Relocation Assistance
- L. Reporting
- M. Sub-recipient Monitoring
- N. Special Tests and Provisions

Steps for Identifying Compliance Requirements

1. *What are the program objectives, program procedures, and compliance requirements for a specific program?*

The first step is to gain an understanding of how the program works (e.g., the program objectives and procedures) and determine what laws, regulations, and provisions of contract or grant agreements (compliance requirements) apply to the program. Sobel & Co. will consider the following steps:

- a. Discuss the program with the Using Agency and, if necessary, the Federal agency or, in the case of a sub-recipient, the pass-through entity.
- b. Review the contract and grant agreements and referenced laws and regulations applicable to the program, including any amendments or closeout agreements. The documents or agreements may identify the name and telephone number of a Federal contact person or, if a sub-award, the contact person for the pass-through entity whom we may wish to contact for additional information. We will also direct questions and/or clarifications to the State Contract Manager.

We will pay close attention to whether a particular Using Agency or Federal award may be subject to provisions that are unique to that entity or award.

2. *Which of the compliance requirements could have a direct and material effect on the program?*

Circular OMB A-133 and NJ Circular 04-04 requires the Using Agency to comply with laws, regulations, and the provisions of contract or grant agreements that could have a direct and material effect on each major program.

In assessing materiality, we will consider that materiality is based on qualitative as well as quantitative aspects. Examples of characteristics indicative of compliance requirements that could have a direct and material effect on a major program include:

- Noncompliance could likely result in questioned costs.
- The requirement affects a large part of the Federal or State program (e.g., a material amount of program dollars).
- Noncompliance could cause the Using Agency, or pass-through entity, in the case of a sub-recipient, to take action, such as seeking reimbursement of all or a part of the award and suspending the recipient's or sub-recipient's participation in the program.

3. *Which of the compliance requirements are susceptible to testing?*

Characteristics of compliance requirements that we will normally test include those:

- That is practical to test.
- With objective criteria available for us to assess compliance.
- Where an audit objective can be written that supports an opinion on compliance.

- When testing adds value, for example:
 - It is likely that we could document the noncompliance in a manner that (1) permits the Using Agency or pass-through entity to take action, or (2) gives the Using Agency or pass-through entity an early warning to initiate a monitoring visit or other contact with the Using Agency.
 - The Using Agency or pass-through entity does not otherwise have information that verifies compliance.

4. *Into which of the 14 types of compliance requirements does each compliance requirement fall?*

In performing this step, we will prepare a detailed compliance matrix outlining program testing. We will use the 14 types of compliance requirements listed for identifying which requirements applicable to the program are subject to testing. Not all compliance requirements apply to all programs. Conversely, certain types almost always apply.

5. *For Special Tests and Provisions, what are the applicable audit objectives and audit procedures?*

Special tests and provisions may be sufficiently unique to every program that audit objectives and suggested audit procedures may not be practicable. Therefore, we will have to develop audit objectives and audit procedures for each identified special test and provision using the guidance described under special tests and provisions.

b) Provide Technical Knowledge and Expertise to Assist in the Integration of the Electronic Grants Management Program into the State Finance and Accounting System.

Our team will assist the Using Agency with the process to access and submit the required information in the respective System of Administering Grants Electronically. This will include working directly with the Using Agencies to comply with the requirements for submission.

Some examples of other grants which we have assisted in the submission and review of information are as follows:

- IDIS Database – HUD utilizes this system to monitor grantees receiving CDBG, HOME, ESG, HOPWA and HOPWA Competitive grant programs
- NJ SAGE – State of New Jersey utilizes system to electronically administer grants (DOE, DH, DOL, DL&PS, DOS, DOT, Faith Based Initiatives, Council on Arts, DCA)
- NJ Homeroom – Provides New Jersey school districts to apply for additional funding
- NJ Department of Education (EWEG) System
- HAP Vouchers – HUD remits payments for tenant assistance
- SNAP Voucher System

- PIH-REAC System – HUD uses this system to electronically monitor all housing projects administered by the federal agency

We will assist the Using Agency in the development of compiling the necessary and appropriate information in accordance with the requirements of the specific grant for submittal to the appropriate oversight Governmental Agency.

Additionally, we will review and make recommendations to streamline the grant management and fiscal management processes.

- c) Review and make recommendations to streamline the grant management and fiscal management processes and to ensure accountability of funds and compliance with Federal and State program regulations.***

We will review and assess the general and program specific requirements to every assigned Federal or State grant. Once the programs are thoroughly understood and specific requirements are identified our team will be in a position to make recommendations. Such recommendations will help to streamline grant and fiscal management processes. Additionally, any enhancements for better accountability and compliance with Federal and State program regulations will be identified.

We will perform this task in conjunction with developing “Toolkits” or “Checklists” in d below.

- d) Provide tools to be used by Using Agencies for the assessment of the performance of the financial transaction processes.***

We will develop “Toolkits” or “Checklists” for use by Using Agencies to assess the performance of the financial transaction processes. Such toolkits or checklists would be specifically designed to develop procedures and processes to help detect and prevent against the risks associated with fraud, corruption, cost abuse and compliance with State and Federal regulations. These tools will cover all phases of a given project including, as applicable, policies and procedures related to planning and design, procurement processes, payment requisitions and invoicing and regulatory compliance programs.

We anticipate performing the following:

- obtain relevant grant documents and manuals describing measures as to grant procedures and requirements;
- review and obtain familiarity with grant documents and manuals;
- conduct interview(s) of Using Agency personnel responsible for establishing and implementing policies and procedures;

- create an initial list of potential deficiencies and areas requiring improvement;
- compare our findings with other established processes and procedures utilized by public and private sector organizations;
- discuss with the team suggestions to improve existing policies and procedures;
- determine best practices and finalize findings and recommendations for improvement;
- prepare and submit a report to the Using Agency; and
- notify the Using Agency and State Contract Manager of any significant deficiencies or material weaknesses.

We will evaluate preventive measures and provide recommendations to the Using Agency and/or the State Contract Manager for internal accounting and reporting controls.

Our Toolkits or Checklists would be designed to include such items as follows:

- integrity of grant cash receipts and that cash or electronic (ACH) deposits are received in a timely manner;
- ensure that all persons receiving program services meet all grant or program eligibility requirements;
- ensure that all expenditures, fiscal reports and records are accurately made and maintained in accordance with Federal or State requirements as set forth in the appropriate Fiscal Manual and their respective contracts;
- ensure that expenses are made and accurately documented;
- ensure the contract provides a cost allocation plan covering all expenses and verifying that appropriate backup documentation exists;
- the Using Agency's expenditures have been made against the cost categories and within the cost limitations specified;
- the Using Agency has taken no fees or other deductions from contract funds allocated for participants;
- the Using Agency employs internal control structures in compliance with guidelines and the Using Agency clearly segregate duties and responsibilities of staff;
- all personnel records are accurately made, reported, and maintained;
- ensure all fiscal records and reports maintained by the Using Agency are up-to-date.

e) Monitor all grant management, accounting, budget management, and other business office functions regularly.

It is most important to monitor all grant management, accounting, budget management, and other business office functions on a regular basis. Our engagement team will develop strong oversight procedures. Active and contemporaneous oversight of the work undertaken and the

records being produced and kept documenting that work will be critical to the successful completion of the project. Our experience in these matters suggests that the following are among the important monitoring activities to be undertaken:

- Internal control systems, grant management, accounting, budget management, and other business office functions need to be monitored – a process that assesses the quality of the systems’ performance over time. This is accomplished through ongoing monitoring activities, separate evaluations or a combination of the two. Ongoing monitoring occurs in the course of operations. It includes regular management and supervisory activities, and other actions personnel take in performing their duties. The scope and frequency of separate evaluations will depend primarily on an assessment of risks and the effectiveness of ongoing monitoring procedures. Internal accounting and reporting control deficiencies should be reported upstream, with serious matters reported to the Using Agency and the State Contract Manager.
 - Continuously assess areas of vulnerability and the effectiveness of the systems in place.
- f) *Provide and / or identify training for staff in the area of detection and prevention of fraud, waste and abuse.***

Combating fraud, waste and abuse before it occurs is vital to the survival of any business, non-profit organization or government entity. All business, non-profit organizations or government entities should take the opportunity to consider, enacting and improving measures to detect, deter and prevent fraud before it occurs.

We have the capability to customize and structure a training program specifically designed to any of these entities once a determination is made concerning the structure of the entity and prior fraud and compliance related training if any. Darryl Neier, Partner in Charge of Sobel & Co.’s Forensic Accounting Group has been customizing and conducting these types of training throughout the United States. As noted, Mr. Neier is also an adjunct faculty member at New York University (NYU) and Utica College instructing financial investigations and compliance at the Graduate level. Additionally, since 1999 Mr. Neier has been a certified instructor with the NW3C (National White Collar Crime Center) instructing law enforcement and regulatory agencies throughout the United States. These week long classes have included Advanced Financial Investigations, Terrorist Financing, FEMA Disaster Fraud and Identity Theft.

g) Ensure Compliance With All Applicable Federal and State Accounting and Financial Reporting Requirements.

In conjunction with every nonprofit and social service and governmental audit performed we are required to perform and report on these audits in strict compliance with all Federal and New Jersey accounting and reporting guidelines. Our team members are well versed in all Federal and State requirements. Such accounting and reporting guidelines include compliance

with the American Institute of Certified Public Accountants ("AICPA") generally accepted accounting standards ("GAAP") and generally accepted auditing standards ("GAAS").

Our professional have a depth of expertise and a breadth of experience in nonprofit and social service organizations (*Government Auditing Standards*, Circular OMB A-133 and New Jersey OMB Circular Letter 04 – 04 rules and regulations) with real estate components such as LIHTC Projects, HUD Financing, NMTC, NJ - DCA, Home, CDBG Grants and NJHMFA Funding.

The Generally Accepted Government Auditing Standards (GAGAS), commonly referred to as the "Yellow Book", are produced in the United States by the Government Accountability Office (GAO).

The standards apply to both financial and performance audits of certain nonprofit and social service agencies, HUD audits, and governmental agencies receiving Federal and State awards or funding.

Five general standards include:

- Independence
- Due Care
- Continuing Professional Education (CPE)
- Supervision
- Quality Control

The Yellow Book standards are used by auditors who examine the federal government, including the General Accountability Office, various offices of Inspector Generals, and others. Many local government performance auditors also use the Yellow Book standards. In addition, CPA firms who perform nonprofit and social service audits and local government financial audits that include a Circular OMB A-133 "Single Audits" must follow Yellow Book standards.

In addition to financial audits, the Yellow Book standards cover Performance Audits, which evaluate the performance of a program or project against defined objectives, such as objectives for efficiency and effectiveness.

Based on our knowledge and understanding of the applicable federal and state accounting and financial reporting requirements we will conduct the program and performance audits required under each task order assigned to ensure compliance.

PLAN FOR RESPONDING TO REQUEST FOR ENGAGEMENT

Upon receipt of a request for engagement we will undertake a conflict check. If there are no known conflicts, depending on the form and nature of the request for engagement, we will undertake to closely review the scope of work and determine whether we can prepare a responsive proposal. We often find it helpful, in an effort to be as responsive as possible to the Using Agency's request, to submit inquiries for clarification or additional information to the Using Agency. Once that information is received, under the immediate supervision of our

Relationship/Engagement Member, we will prepare and submit a detailed proposal, schedule and budget to the Using Agency. We will remain available to address any questions or concerns of the Using Agency as it makes its decision regarding the awarding of the contract.

CURRENT AND PREVIOUS CONTRACTS FOR SIMILAR SERVICES

The following list is a representative sample of the nonprofit clients that Sobel & Co. presently represents or has previously represented. We have performed audits, nonprofit (approximately 85 in both 2011 and 2012) governmental (approximately 60 audits in both 2011 and 2012), Circular OMB A-133 audits (approximately 30 audits in both 2011 and 2012), LIHTC audits (approximately 15 audits in both 2011 and 2012), reviews, compilations, tax compliance, and business consulting for these entities.

Type of Programs	Sobel & Co.'s Expertise/Clients
Housing Related Projects	LIHTC/HUD/NJHMFA NJBCA Projects <ul style="list-style-type: none"> ○ Archdiocese of Newark/Domus (3 LIHTC/8 HUD) A B C E ○ Princeton Community Housing (2 LIHTC/4 Others) A B D ○ Ridge Oak (2 HUD/1 Other) A ○ Project Live (13 HUD/3 Others) A B ○ Bancroft (2 LIHTC) A D ○ The Center (LIHTC) A B ○ SERV Behavioral Health (LIHTC) A B D ○ New Community (3 Others) A D ○ Magill (LIHTC) A D ○ Lounsbury Meadow (LIHTC) A ○ Women Rising (2 LIHTC) A B
Substance Abuse	<ul style="list-style-type: none"> ○ Freedom House A B ○ Mental Health Association – Essex County A B ○ Project Live A B D
Homelessness	<ul style="list-style-type: none"> ○ Archdiocese of Newark A B C E ○ Mount Carmel Guild A B C E ○ SAGE Eldercare A B ○ Project Live A B D ○ The Center A B ○ Women Rising A B D
HIV/AIDS	<ul style="list-style-type: none"> ○ The Center in Asbury Park A B ○ Wynona's House B ○ Catholic Charities, Trenton A B E ○ Catholic Charities, Metuchen A B ○ Archdiocese of Newark A B C E
Mental Illness	<ul style="list-style-type: none"> ○ Family Connections A B C ○ Mental Health Association – Essex County A B ○ Project Live A B D ○ Mount Carmel Guild A B C E ○ Cerebral Palsy League B E
Criminality	<ul style="list-style-type: none"> ○ Catholic Charities, Trenton A B E ○ Archdiocese of Newark A B C E ○ Project Live A B D
Domestic Violence	<ul style="list-style-type: none"> ○ Women Rising A B D ○ Archdiocese of Newark A B C E ○ Catholic Charities, Metuchen A B ○ Wynona's House B ○ Catholic Charities, Trenton A B E

Relationship Team/Personnel assigned to above clients:

Key	Individual
A	Ron Matan
B	Bridget Hartnett
C	John Mellage
D	Rocco Mastrodomenico
E	Anthony Blasi

MANAGEMENT OVERVIEW (Section 4.4.3.1)

OVERVIEW OF APPROACH AND PLANS TO MEET THE REQUIREMENTS OF THE RFQ

Based on the information provided in the RFQ, it is clear that the State of New Jersey seeks to establish an effective financial auditing and grant management program with respect to the disbursement and use of federal funds in relation to disaster relief, long term recovery, restoration of infrastructure and housing and economic revitalization in the aftermath of Superstorm Sandy.

Our plan is to work within the timetables of the Using Agency and to meet their deadlines. We will work closely with the Using Agency's personnel in order to minimize delays and disruptions that can be created by the audit process.

CONTRACT MANAGEMENT (Section 4.4.3.2)

RESPONSIVENESS

Ultimate responsibility for responsiveness to the Using Agency on task orders resides with the partner and program managers assigned to the task order. Therefore, it will be the responsibility of our personnel assigned to the task order to insure that project goals, timetables and reporting obligations are met. Our engagement team will work with the Using Agency and State Contract Manager and communicate on a regular basis as the engagement progresses. Specifically, we will work with the Using Agency and State Contract Manager with key deliverables, dates and milestones as outlined in Section 3.4.1. We will meet with the Using Agency and State Contract Manager on an Ad Hoc basis, but recommends we meet formally and develop a meeting schedule during the planning phase of each task order.

REPORTING

In order to manage, control and supervise a task order assigned and to ensure that we maintain consistent communication with the State Contract manager we will supplement the periodic reporting requirements with a procedure that calls for on-going and frequent communications with the State Contract Manager. We will maintain regular telephone and email contact with the State Contract Manager to provide contemporaneous updates regarding notable events, including identified issues and possible compliance violations. Our goal is to ensure that the State Contract Manager has timely and actionable information with respect to the grants. We also regularly seek guidance from the State Contract Manager to ensure that our audit and management goals are in concert with the State Contract Manager goals.

Consistent with the outlined reporting requirements, we will provide the following i) monthly reports on activities conducted on or for each task, including results, recommendations and

analysis; ii) a report every four weeks regarding analysis of data as to audit and grant findings, outlier trends and progress by the Using Agency to correct any findings and to prevent reoccurrence; and, iii) monthly reports on the resolutions of issues identified by any finance audit or grant management activity.

ORGANIZATIONAL SUPPORT AND EXPERIENCE (Section 4.4 of RFQ)

ORGANIZATIONAL BACKGROUND

Sobel & Co. is a regional certified public accounting and consulting firm located in Livingston, New Jersey. The firm has been providing audit, accounting, tax and advisory services for nonprofit and social service organizations and middle market companies across a wide variety of industries in the metropolitan area of New Jersey/New York since its inception in 1956.

Based on our years of experience, we believe that we understand the challenges facing the Using Agencies as they begin to administer the funds for the restoration work required as a result of Superstorm Sandy. We will leverage our experience working for federal and state grantors with our expertise in United States Department of Housing and Urban Development ("HUD") projects, government ("Yellow Book") audits, governmental OMB A-133 audits, and low income housing tax credit programs ("LIHTC") to ensure that all of our engagements are of the highest quality, efficient and timely.

Sobel & Co.'s services include, but are not limited to -

- Attestation Services -- Audit, Review, Compilation
- Governmental Auditing
- HUD, NJ -- DCA and NJHMFA Cost Certifications
- Audits of Employee Benefit Plans
- Tax Planning and Compliance
- Strategic Planning
- Business Advisory Consulting Services
- Internal Control Assessment
- Fraud Vulnerability Studies
- Construction and Financial Monitoring
- Forecasting and Cash Flow Planning
- Fraud Investigations
- Risk Management Consulting

Quality is one of the core values of our firm and as a result Sobel & Co. was one of the first members of the American Institute of Certified Public Accountants Audit Quality Center, Governmental Audit Quality Center and the Employee Benefit Plan Audit Quality Center. In addition, Sobel & Co. was also among the first firms to register with the new Public Companies

Accounting Oversight Board (PCAOB) established under the Sarbanes-Oxley Act. As a member of these voluntary groups, we demonstrate our commitment to maintaining high quality assurance standards in performing professional services.

Membership in the AICPA Centers requires that Sobel & Co. maintain a comprehensive system of quality control. Included in this system is the requirement that each professional of Sobel & Co. complete a minimum of forty hours per year of continuing professional education. Additionally, Sobel & Co. ensures that key professional staff working in the nonprofit sector obtains at least twenty four credit hours of "Yellow Book" or "Government" and nonprofit technical accounting training every two years.

Furthermore, through our membership in the AICPA Centers we commit to a peer review of our firm conducted by an independent CPA firm every three years. The scope of the peer review is to assess the quality of our audit and accounting practice and report to the public indicating whether our firm is performing attest services in accordance with strict professional standards. Our last peer review, which indicated that our firm meets the high standards of the public accounting profession in general and the elite Centers in particular, resulted in an opinion of pass. Please refer to <http://peerreview.aicpa.org/publicfile/DocDefault.aspx> for our most current peer review report and acceptance documents.

Sobel & Co. has approximately 100 professionals. The professional staff consists of 16 partners, 6 senior managers; 9 managers/supervisors; 20 seniors; and 50 staff. Included among the professional staff are approximately fifty licensed CPAs.

Working with nonprofit and social service organizations is a specialized niche for our firm. We are committed to this industry sector and have had great success by employing a team approach to working with nonprofit clients.

Based on the depth of our experience working with organizations receiving Federal and State funding, we are familiar with the issues facing nonprofit and social service organizations and apply this knowledge and perspective to bring added value to our engagements.

We are active members in both PKF North America and PKF International. PKF is an international association of regional accounting firms representing over 100 firms, 1,100 partners and 6,500 professional staff members in the United States and additional firms worldwide. Like us, our fellow member firms have a strong commitment to the nonprofit community and we are proud to be a part of this prestigious association of CPA firms. We recognize that our PKF membership enables us to provide our clients with access to expertise, relationships and opportunities throughout the world. Through our association with PKF we are able to distinguish ourselves with the ability to draw on the significant nonprofit experience of the other member firms to complement our own expertise, expand our own specialized

knowledge base and provide our clients with significant depth of resources unique to nonprofit organizations.

Sobel & Co. intends to utilize Guidepost Solutions LLC for investigative accounting and forensic type work should the need arise. Guidepost Solutions LLC will serve as a subcontractor to Sobel & Co.

Guide Post Solutions LLC is an internal investigation and security consulting firm which routinely performs integrity and compliance monitoring and consulting, field investigations and intelligence gathering, forensic accounting and background research. Its clients include law firms, corporations, governmental and quasi-governmental agencies and not-for-profit organizations.

Experience of Bidder on Similar Contracts (Section 4.4.4.5 of RFQ)

The following clients will be delighted to speak with you on our behalf. They work closely with the team members who have been assembled in response to this RFQ, and at your request, will share their experiences with these professionals and with the firm.

- 1) Catholic Charities, Archdiocese of Newark/Domus Corporation **A B C E**
John Westervelt, Chief Financial Officer
973-596-3984
Revenues \$41,000,000
Archdiocese client since 2007
Domus client since 2002

- 2) Project Live **A B D**
Raul Mendes, Executive Director
973-481-1211
Revenues \$8,000,000
Client since 1995

- 3) Catholic Charities, Diocese of Metuchen **A B**
Christine Benitez, Chief Financial Officer
732-324-8200
Revenues \$45,000,000
Client since 2004

- 4) Catholic Charities, Diocese of Trenton **A B E**
George Bontcue, Associate Executive Director/Fiscal Affairs
609-394-5181
Revenues \$43,000,000
Client since 2001

- 5) Mental Health Association – Hudson County **A B C**
Robert Davison, Executive Director
201-369-5280
Revenues \$8,000,000
Client since 2010

Please refer to Key of assigned relationship team/personnel shown earlier in the RFQ.

Additional Experience of the Bidder (Section 4.6.1. of RFQ)

Similar Engagements with Other Government Entities

The following is a listing of some significant governmental engagements we have conducted for government entities. It should be noted that most of these investigations involved the abuse of governmental funds, some of which rose to the level of fraud, while others were classified as merely a misuse of such funds. We are keenly aware of the distinction between a fraud and a misuse and will apply the same standards to this engagement which we have applied successfully in the past while also taking into consideration and applying the requisite regulations and statutes. Additionally, we have broad experiences in forensic investigations surrounding fraud and abuse that has led to adjudication both in the civil and criminal arena involving school systems and institutions of higher learning.

UNIVERSITY OF MEDICINE AND DENTISTRY OF NEW JERSEY:

Date: February 2006 – January 2008

Reference: John Inglesino, 973-535-2610

Engagement Partner: Darryl Neier

Engagement Hours: 23,189 hrs

Sobel & Co. was retained by Judge Herbert J. Stern, the Federal Monitor appointed by the U.S. Attorney under a Deferred Prosecution Agreement with the University of Medicine and Dentistry of New Jersey (the "University"). The Monitor had a two-year appointment to oversee and revamp operations at the University in order to identify and mitigate corruption and misconduct, as well as evaluate internal controls and processes and governmental grants within the University, and recommend and implement changes thereto. Sobel was charged with investigating allegations of fraud, abuse and misconduct involving employees and affiliates of the University. During this engagement, 78 cases were opened with regard to investigations into the misuse of University resources, financial statement fraud, grant irregularities, violations of state "Pay-to-Play" regulations, political corruption, no-show jobs, no-bid contracts, and Medicare and Medicaid billing, among other issues.

ONE WORLD TRADE CENTER:

July 2007 to present

Reference: Steve Pasichow, 973-565-4366

Engagement Partner: Darryl Neier & Alan Rosenzweig

Engagement Hours: 19,800 hrs

Since July 2007, Sobel & Co. has provided forensic accounting and construction audit services in a joint venture serving as integrity monitor for the 1 World Trade Center (1 WTC), a.k.a., the Freedom Tower, construction project. In this capacity, we are monitoring of the ongoing construction of 1 WTC and reporting directly to the Port Authority of New York and New Jersey Office of the Inspector General. Given the nature of the work and non-disclosure agreements, the information is confidential. However, within those parameters certain general comments may be made.

Sobel & Co.'s responsibility has included oversight of the construction manager and more than 40 prime contractors with contracts totaling more than \$3 billion.

Sobel & Co. has adapted techniques traditionally utilized in monitoring or *Independent Private Sector Inspector General* assignments, to the unique size and complexity of the 1 WTC construction project.

Sobel & Co. took the lead role in formulating a risk assessment to identify areas of comparative risks for different areas of conduct. Subsequently, there has been an ongoing evaluation of contractors and the internal controls in place to enhance loss prevention and to make recommendations for improvements as appropriate. As part of this engagement, Sobel & Co.'s forensic and construction accountants/auditors review and assess the change order process, routinely audit bank accounts to identify any irregularities, audit certified payrolls and examine MWBE firms to verify their validity and compliance with associated requirements. Sobel & Co. also conducts field audits of prime contractors, and their subcontractors, that are working on the 1 WTC project.

CITY OF NEWARK – FORENSIC AND INTERNAL CONTROL ASSESSMENT

Date: August -December 2006

Reference: Chief of Staff, City of Newark, 973-733-3394

Engagement Partner: Darryl Neier

Engagement Hours: 2,615 hrs

Sobel & Co. was retained to conduct an internal control review and forensic audit of Newark's Department of Health and Human Services ("HHS") (which encompassed all divisions within HHS such as Medical Care Services, Environmental Health, Welfare, Social Services and Surveillance and Prevention), the Division of Purchasing and the Division of Office Services. Sobel & Co. conducted an internal control assessment and analytical investigations to gauge the lack of control structures and to determine if the divisions were operating in accordance with New Jersey Pay-to-Play laws and various state and Federal regulations. This included, but was not limited to, grants obtained and/or issued by the city, arm's length transactions, conflicts of interest, computer systems and other processes.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION OFFICE OF INSPECTOR GENERAL

Date: August 2012 to January 2013

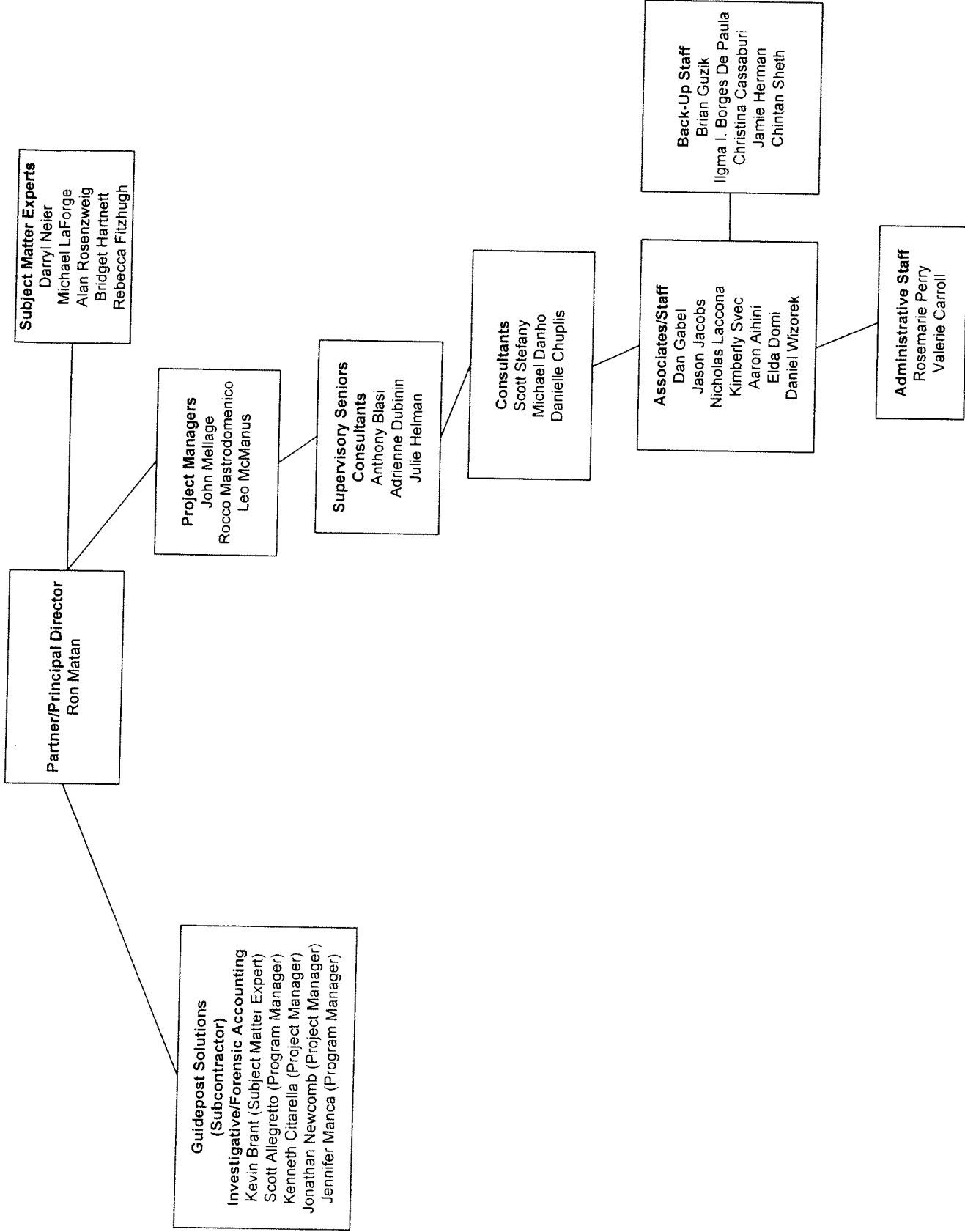
Reference: Eric Boyette, 919-707-4573

Engagement Partner: Darryl Neier

Engagement Hours: 1,396 hrs

Sobel & Co. collaborated with a PKF associate firm located in North Carolina to provide investigative and forensic accounting services to the NC DOT OIG. Our work included the examination of numerous performance issues including potential violations of contracting and procurement regulations, nonperformance of contracts, identifying no-work employees, conflicts of interest, travel reimbursement abuse and numerous other performance issues. This engagement in part led to the demotion and transfer of a Deputy Secretary, the resignation of a Director and suspension of a manager.

Relationship Team/Personnel



Alan Sobel - Managing Partner			
Of Counsel: Bernard Sobel Elie Katzman Michael Dellisanti Jerry Weissman Morris Grossman Henry Millin	Cindy Duffy Firm Administrator	Sally Glick Partner, Marketing	Molly Lockwood Director of H.R.
		Pat Hanley Director of I.T.	P.J. Hanly IT Senior

Division	Accounting & Auditing				Tax
	Non-Profit	Construction	Pension	General	
Partner	Darryl Neier	Alan Rosenzweig Rich Lafferty	Michael LaForge Kenneth Bagner	Brad Muniz Harold Sobel Jack Bock	Kenneth Hydock Jeff Paskin Gary Hirsh
Director	Rebecca Fitzhugh		Mary Ellen Mundy	Elizabeth Harper Gary Mauro	James Lynch Laura Rosen Tony Marrazza
Senior Manager				Mindy Baker Debbie Campos John Mellaige Rocco Mastrodomenico	Scott Cost Rob Gruelich John Santucci
Manager	Leo McManus	Adam Lipkin		Anthony Biasi Marc Hirschberg Dave Calotta	
Supervisor	Adrienne Dubinin Julie Helman		Anthony Rajkumar	Rafal Tkacz Erica Lipkin Carlos Paz Christina Kedra Mukesh Somani Jorge Pimenta	
Senior	Megan Kelly			Dan Gabel Brian Guzik Jason Jacobs Nick Lacona Kimberly Svec Danielle Chuplis	Steven Tanis
Semi-Senior				Aaron Alhini Paula Borges Chintan Sheth Daniel Wizorek Jamie Herman Christina Casaburi Eida Domi Justin DeSousa** Erin Finan** Brielle Rodriguez** Joseph Zapt**	
Staff	Brian Levine			Larisa Koval	Lisa Jenny
					Laura Ackerman Cindy Ryan
Administrative	Valene Carroll	Roe Perry		Kris Lombardi* Cathy Mystkowski Colleen Logan Amy Jo Morris Gordon Ford	Arlene Rubenstein Norma Ribeiro-Simoes Amy Rocha

*Supervisor
**Intern
*Operations Manager

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Ronald G. Matan, CPA, CGMA (Partner/Principal/Director)

Sobel & Co., LLC

Member in Charge, Nonprofit and Social Services Group

Ron Matan, a Member with Sobel & Co., LLC, is in charge of the Nonprofit and Social Services Group. He has over 35 years of experience in public accounting and private industry. He is responsible for coordinating, overseeing and reviewing all activities of the Group.

Mr. Matan brings a unique blend of public accounting and business acumen to every client engagement. A key member of Sobel & Co.'s Leadership Team since joining the firm in 1997, he works primarily with nonprofit organizations, including the United States Department of Housing and Urban Development ("HUD") projects, Government ("Yellow Book") audits, OMB Circular A-133 engagements, and low income housing tax credit programs ("LIHTC").

Mr. Matan is also an instructor at Farleigh Dickinson University in their Center for Excellence - Certificate in Nonprofit Board Leadership Program.

Specializations

- HUD audits under specialized rules and regulations
- HUD, NJ – DCA and NJHMFA cost certifications
- Governmental ("Yellow Book") audits following specialized governmental rules and regulations
- OMB Circular A-133 audits in accordance with specific regulations
- LIHTC projects reporting under NJHMFA guidelines
- Firm liaison for the AICPA's Government Audit Quality Center

Education

- Bachelor of Science, Accounting, Kings College in Wilkes-Barre, Pennsylvania

Professional Associations

- American Institute of Certified Public Accountants (AICPA)
- New Jersey Society of Certified Public Accountants (NJSCPA)
- NJSCPA's Peer Review Executive Committee
- PKF North America's Nonprofit Committee
- NJSCPA's Nonprofit Interest Group

Professional Designations

- Certified Public Accountant, Licensed to practice in New Jersey, New York and Pennsylvania
- Licensed Public School Accountant in New Jersey
- Chartered Global Management Accountant
- Certified Tax Credit Compliance Professional
- Listed in the Spectrum Companies' Guide circulated to all State Agencies Allocating Tax Credits as well as the Internal Revenue Service which recognizes LIHTC compliance knowledge

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Darryl S. Neier, CFE (Subject Matter Expert)

Sobel & Co., LLC

Partner

Darryl Neier, a partner with Sobel & Co., LLC, is the Partner in Charge of the Forensic Accounting / Litigation Services Group. He has over 30 years of experience in the detection, investigation, and prevention of fraud in domestic and international engagements.

Mr. Neier brings his unique experiences from his law enforcement background to every engagement. Having spent 20 years with the Morris County New Jersey Prosecutor's Office, retiring as a Detective Sergeant, he has been involved in the detection and prevention of fraud in a variety of situations and cases. His reputation as one of the experts in this field is widely recognized. He has been involved in cases that include white collar crime investigation, money laundering, insurance fraud and computer forensic investigation.

Mr. Neier is also an adjunct faculty member at New York University (NYU) and Utica College instructing financial investigations and compliance at the Graduate level. Additionally, since 1999 Mr. Neier has been a certified instructor with the NW3C (National White Collar Crime Center) instructing law enforcement and regulatory agencies throughout the United States. These week long classes have included Advanced Financial Investigations, Terrorist Financing, FEMA Disaster Fraud and Identity Theft.

Specializations

- Criminal and civil fraud investigations
- Construction monitoring
- Computer forensics
- Due diligence and internal control analysis
- Anti-money laundering compliance
- Appointed Bankruptcy Examiner in the Federal District of New Jersey
- Expert witness testimony

Education

- Bachelor of Science, Accounting, William Paterson University
- Master of Science, Economic Crime Management, Utica College of Syracuse University

Professional Associations

- Association of Certified Fraud Examiners
- International Association of Independent Private Sector Inspectors General
- New York and New Jersey Electronic Crimes Task Force of the United States Secret Service
- American Bar Association – White Collar Committee

Professional Designations

- Certified Fraud Examiner

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Alan Rosenzweig, CPA (Subject Matter Expert)

Sobel & Co., LLC

Partner

Alan Rosenzweig is a partner with Sobel & Co., LLC and has more than 34 years of experience in accounting and construction services. He began his career at Rosenzweig, Weissman, and Rosenzweig in 1979, became a partner there in 1984, has been a partner at Sobel & Co. since 1997 when he merged his firm with Sobel & Co. Mr. Rosenzweig helped launch the firm's successful Construction Industry Services Group and is a member of the firm's Accounting and Auditing Committee. He provides audit, accounting and tax services to clients as well as business development assistance ranging from profitability analysis to industry profiling. He was a speaker at the 2011 Institute of Internal Auditors/Association of Certified Fraud Examiners Annual Fraud Conference and wrote an article called "Getting it Right - Understanding Sales and Use Tax Issues for Contractors" which was published in Commerce Magazine in December 2005.

Mr. Rosenzweig's relevant experience includes providing accounting, audit and tax services for general contractors and subcontractors in the construction industry, as well as the trucking and transportation segments. He now splits his time between the firm's Audit and Accounting Group and the Forensic Accounting and Litigation Support Group.

Specializations

- Construction monitoring
- Accounting, audit, tax services for construction industry and trucking and transportation segments

Education

- Bachelor of Science, Accounting, Albright College

Professional Associations

- American Institute of Public Accountants
- New Jersey Society of Certified Public Accountants
- Construction Financial Management Association
- American Subcontractor's Association
- Utility and Transportation Contractor's Association

Professional Designations

- Certified Public Accountant

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Michael LaForge, CPA (Subject Matter Expert)

Sobel & Co., LLC

Member of the Firm

Mr. LaForge joined Sobel & Co in 1980 and has been a member of the firm since 1987. He has served as the Member in Charge of the firm's Nonprofit and Social Services Group and Employee Benefit Plan Practice Group and was formerly the Member in Charge of Audit and Accounting at Sobel & Co. Mr. LaForge has applied his thirty plus years of professional experience across a wide range of industries including non-profit, school districts, construction, real estate and professional organizations. He continues to provide strategic business and tax planning for manufacturing and distribution clients operating both domestically and internationally. He has served closely held businesses his entire career and uses his experience to assist families with business planning, transition and estate issues.

Specializations

- Formal internal auditor with a Fortune 500 Company
- Involved in assisting clients with the planning and execution of mergers and acquisitions, recapitalizations and refinancing
- Assisted clients in adopting and implementing best operational and financial reporting practices
- Developed internal control structures appropriate for client's particular enterprises

Education

- Bachelor of Science Degree, Seton Hall University

Professional Associations

- American Institute of Certified Public Accountants (AICPA)
- New Jersey Society of Certified Public Accountants (NJSCPA)
- Served on the Quality Control and Financial Institution Committees at the NJSCPA
- Served on the Quality Review Executive Committee at the NJSCPA
- Member of the AICPA Division for Management Advisory Services
- Certified under the AICPA's practice monitoring system to review other accounting firms
- Served as the Vice-Chair of the PKF North American Network's Manufacturing and Distribution Committee.

Professional Designations

- Certified Public Accountant, Licensed to practice in New Jersey and New York
- Licensed Public School Accountant in New Jersey

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Bridget Hartnett, CPA (Subject Matter Expert)

Sobel & Co., LLC

Member

Bridget Hartnett, a member of the firm at Sobel & Co. LLC, has more than fifteen years of experience in public accounting which she draws on to provide high level services for clients. As the clients' most trusted advisor, Bridget, especially leverages her expertise in accounting and auditing to assist them and help their businesses grow and remain successful.

Bridget spends most of her time working closely with clients in social services and nonprofit areas, including educational institutions. As a member of the firm's Nonprofit and Social Services Group, Bridget supervises the nonprofit audit engagements conducted by Sobel & Co. In addition, she handles all of the firm's education audits and holds a New Jersey Public School Auditor's license.

Bridget is also responsible for preparation and review of nonprofit federal and state information tax returns.

Specializations

- OMB, A-133 government audits
- Yellowbook audits
- Private school audits
- Charter school audits
- HUD audits
- Audits of schools for the disabled
- Federal and state information tax returns

Education

- Bachelor of Science, Accounting, Montclair State University

Professional Associations

- American Institute of Certified Public Accountants
- New Jersey Society of Certified Public Accountants
- New Jersey Society Nonprofit Interest Group

Professional Designations

- New Jersey Certified Public Accountant
- New Jersey Licensed Public School Accountant

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Rebecca B. Fitzhugh, CPA, CFF, CFE, CIT, CIGA (Subject Matter Expert)

Sobel & Co., LLC

Senior Manager, Forensic Accounting and Litigation Services

Rebecca Fitzhugh is a senior manager in the Forensic Accounting and Litigation Services Group and has over fourteen years of experience in forensic accounting, litigation services and public accounting. She has served clients in industries including government, construction, manufacturing, commercial real estate, nonprofit and retail. Ms. Fitzhugh leads the Freedom Tower Integrity Monitorship for the firm and participated in both the UMDNJ Monitorship and the City of Newark forensic audit.

Specializations

- Fraud risk assessments
- Integrity monitoring
- Shareholder and contract disputes
- White collar crime

Education

- Bachelor of Arts, Political Science, Union College
- Master of Business Administration, State University of New York at Binghamton

Professional Associations

- American Institute of Public Accountants
- New Jersey Society of Certified Public Accountants
- Association of Certified Fraud Examiners (Treasurer of New Jersey Chapter)
- National Association of Certified Valuation Analysts
- Association of Inspectors General

Professional Designations

- Certified Public Accountant
- Certified Fraud Examiner
- Certified in Financial Forensics
- Construction Industry Technician
- Certified Inspector General Auditor

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Rocco Mastrodomenico, CPA (Project Manager)

Sobel & Co., LLC

Manager, Accounting and Auditing Services

Rocco Mastrodomenico is a Manager in the Accounting and Auditing Services Group and has over fifteen years of experience working at various regional accounting firms as well as with a “Big 4” firm. His experience has ranged from implementing Section 404 of the Sarbanes-Oxley Act for a publicly traded multibillion dollar investment bank to audits and process improvement projects for nonprofit clients in regard to HUD, LIHTC, and Government and Circular OMB A-133 compliance.

His extensive knowledge of internal accounting and financial reporting controls adds a valuable dimension to the firm's clients as he assists them in the development of processes that strengthens their internal controls and at the same time makes them more effective and efficient. Rocco also possesses noteworthy industry experience with nonprofit organizations, charter schools, single audit act, circular OMB A-133, United States Department of Housing and Urban Development (“HUD”) projects, and Low Income Housing Tax Credit Programs (“LIHTC”). He has worked on the City of Newark, New Jersey documenting cash revenue collection processes, as well as, various accounting procedures. He has also assisted in the implementation of different ERP system modules where he gained an in-depth understanding of both the operations and accounting procedures at a major City. He performed audits of Essex County Utility Authority and internal audit tasks for Jersey City Incinerator Authority gaining an understanding of operations and accounting functions of County and City Authorities. He adds his skills in the nonprofit and government arena, gained through first-hand experience, to his strong technical skills and industry experience to create a competitive advantage for Sobel & Co.

Specializations

- Internal controls design and operating effectiveness compliance
- Sarbanes Oxley Act Section 404
- Single Audit Act and Circular OMB A-133
- Audits of HUD Programs
- Low income housing tax credit programs
- Governmental (“Yellow Book”) audits
- Process documentation and improvement reviews

Education

- Bachelor of Science, Accounting, Babson College

Professional Associations

- American Institute of Public Accountants
- New Jersey Society of Certified Public Accountants

Professional Designations

- Certified Public Accountant

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

John R. Mellage, CPA (Project Manager)

Sobel & Co., LLC

Manager, Accounting and Auditing Services

John Mellage is a Manager with Sobel & Co. with over 14 years' experience serving privately held and nonprofit clients, including accounting, audit, taxation, financial statement analysis, as well as business consulting. He has expertise in a variety of industries while specializing in the nonprofit niche.

His role consists of performing highly specialized not-for-profit engagements including Yellowbook and A-133 audits. He acts as an advisor to his clients, including assisting with short-term and long-planning, as well as ensuring compliance with all related industry requirements. He has

Specializations

- Yellowbook and OMB A-133 engagements
- Internal accounting control analysis
- Advisory services on information systems affecting nonprofits
- Strategic planning
- Leadership, staff development and training

Education

- Bachelor of Science in Accounting, Fordham University

Professional Associations

- American Institute of Public Accountants
- New Jersey Society of Certified Public Accountants
- Professional Network Association of North Jersey

Professional Designations

- Certified Public Accountant, State of New Jersey

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Leo McManus, CPA (Project Manager)

Sobel & Co. LLC

Manager, Nonprofit and Social Services Group

Leo McManus, CPA, a Manager with Sobel & Co., has become an integral member of the Sobel & Co. Nonprofit and Social Services Practice Group since joining the firm. Leo applies his expertise in this specialized area and draws on his prior work experience with mid-size regional and “Big Four” accounting firms to add significant value to all our clients in this sector.

Specializations

- Nonprofit Accounting
 - HUD Audits
 - A-133 Audits
 - LIHTC

Education

- Bachelor of Science in Accounting: GPA, Kean University
- Master of Accountancy

Professional Associations

- New Jersey CPA Society
- American Institute of CPAs

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Julie M. Helman, CPA (Supervisory Senior Consultant)

Sobel & Co., LLC

Supervisor, Nonprofit and Social Services Group

Julie Helman, a Supervisor with Sobel & Co., LLC, works in the Nonprofit and Social Services Group. She has over 16 years of experience in public accounting and private industry. She is responsible for coordinating, overseeing and reviewing nonprofit audits.

Ms. Helman brings a unique blend of public accounting and nonprofit organization experience to every client engagement. A member of Sobel & Co.'s NonProfit and Social Services Group since joining the firm in 2012, she works primarily with nonprofit organizations, including *Government* ("Yellow Book") audits, OMB Circular A-133 engagements, United States Department of Housing and Urban Development ("HUD") projects, and low income housing tax credit programs ("LIHTC"). Ms. Helman has also worked in management for a social services non-profit organization and in grants accounting for a large nonprofit hospital system.

Specializations

- *Governmental* ("Yellow Book") audits following specialized governmental rules and regulations
- OMB Circular A-133 audits in accordance with specific regulations
- HUD audits under specialized rules and regulations LIHTC projects reporting under NJHMFA guidelines
- LIHTC projects reporting under NJHMFA guidelines

Education

- Bachelor of Science, Accounting, University of Richmond, Virginia

Professional Associations

- American Institute of Certified Public Accountants (AICPA)
- New Jersey Society of Certified Public Accountants (NJSCPA)

Professional Designations

- Certified Public Accountant, Licensed to practice in Virginia

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Anthony L. Blasi, CPA, CFF, CFE (Supervisory Senior Consultant)

Sobel & Co., LLP

Supervisor, Accounting and Auditing Services

Anthony Blasi, a Supervisor with Sobel & Co., LLC, is a Supervisor in the Auditing Group. He has over eight years of experience in auditing of manufacturing and distribution, nonprofit, and real estate. Additionally, he has experience in forensic investigations and internal control consulting. Mr. Blasi has worked on the City of Newark forensic audit, the Freedom Tower Integrity Monitorship for the firm, and has served as the Project Lead for several internal audit engagements for a Fortune 500 financial institution, both domestically and internationally. Mr. Blasi also developed the data extraction methodology used for risk assessment in the firm's engagements.

Specializations

- Nonprofit audit engagements
- Government ("Yellow Book") audits
- Real estate audit engagements
- Data extraction technology
- Criminal and civil fraud investigations
- Internal control analysis
- Anti-money laundering compliance
- Manufacturing and distribution audit engagements
- Audit of HUD programs
- Single Audit Act and Circular OMB A-133

Education

- Bachelor of Science, Accounting, Fairleigh Dickinson University – College at Florham
- Master of Science, Accounting, Fairleigh Dickinson University – College at Florham

Professional Associations

- American Institute of Certified Public Accountants
- New Jersey Society of Certified Public Accountants
- Association of Certified Fraud Examiners

Professional Designations

- Certified Public Accountant
- Certified Fraud Examiner
- Certified in Financial Forensics

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE – POOL 2

Adrienne Dubinin (Supervisory Senior Consultant)

Sobel & Co., LLC

Supervisor, Nonprofit and Social Services Group

Adrienne Dubinin serves as an audit supervisor at Sobel & Co., specializing in the nonprofit and social services sector. She offers the firm's clients a unique expertise, gained over the years spent working within this targeted segment. Adrienne works closely with clients through each stage of the audit process, building relationships and solving problems. She uses her experience and knowledge of the industry to provide clients with quality technical services, adding value by offering suggestions for better business practices and improvement of financial controls and processes.

Her responsibilities also include supervising staff during the audit in order to ensure the highest quality. In this role, Ms. Dubinin has become a trusted advisor to many nonprofit clients, recognized not only for ensuring smooth engagements but for remaining in contact with clients all year long in order to continue servicing their other needs.

Adrienne also has an extensive knowledge of the IRS Form 990 and is responsible for the review of these informational tax returns.

Specializations

- *Governmental* ("Yellow Book") audits following specialized governmental rules and regulations
- OMB Circular A-133 audits in accordance with specific regulations

Education

- Bachelor of Science, Accounting, Montclair State University, New Jersey

Professional Associations

- American Institute of Certified Public Accountants (AICPA)
- New Jersey Society of Certified Public Accountants (NJSCPA)

**PROFESSIONAL QUALIFICATIONS AND EXPERIENCE OF
SOBEL & CO., LLC AUDIT STAFF
AVAILABLE TO WORK ON POOL 2**

Mike S. Danho (Consultant)

Audit Senior, Nonprofit and Social Services Group

Mike Danho started at Sobel & Co., LLC on September 6, 2011.

Education

- Bachelor of Science, Business, Accounting, William Paterson University, Wayne, New Jersey

Scott Stefany (Consultant)

Audit Senior, Nonprofit and Social Services Group

Scott Stefany started at Sobel & Co., LLC on February 7, 2011.

Education

- Masters of Accountancy in Financial Accounting, Rutgers University, Newark, New Jersey
- Bachelor of Science, Accounting, Rutgers University, Newark, New Jersey

Danielle Chuplis (Consultant)

Audit Senior

Danielle Chuplis started at Sobel & Co., LLC on July 25, 2011.

Education

- Bachelor of Science, Accounting, Rutgers University, Newark, New Jersey

Aaron Aihini (Associate/Staff)

Audit Staff

Aaron Aihini started at Sobel & Co., LLC on September 4, 2012.

Education

- Bachelor of Science, Accounting, Stony Brook University, Stony Brook, New York

Elda Domi (Associate/Staff)

Audit Staff

Elda Domi started at Sobel & Co., LLC on January 7, 2013.

Education

- Bachelor of Science, Business Administration and Accounting, Montclair State University, Montclair, New Jersey

Dan Gabel, CPA (Associate/Staff)

Audit Semi-Senior

Dan Gabel started at Sobel & Co., LLC on September 6, 2011.

Education

- Bachelor of Science, Business Administration/Management, Ramapo College of New Jersey, Mahwah, New Jersey

Jason Jacobs (Associate/Staff)

Audit Semi-Senior

Jason Jacobs started at Sobel & Co., LLC on August 15, 2011.

Education

- Bachelor of Science, Accounting, Quinnipiac University, Hamden, Connecticut

Nicholas P. Laccona (Associate/Staff)

Audit Semi-Senior

Nicholas P. Laccona started at Sobel & Co., LLC on September 6, 2011.

Education

- Bachelor of Science, Accounting, University of Maryland, College Park, Maryland

Kimberly A. Svec (Associate/Staff)

Audit Semi-Senior

Kimberly Svec started at Sobel & Co., LLC on September 6, 2011.

Education

- Bachelor of Science, Accounting, University of Rhode Island, Kingston, Rhode Island

Daniel Wizorek (Associate/Staff)

Audit Staff

Daniel Wizorek started at Sobel & Co., LLC on September 4, 2012.

Education

- Bachelor of Science, Accounting, Ramapo College of New Jersey, Ramapo, New Jersey

Ilgma I. Borges De Paula (Back-Up Staff)

Audit Staff

Ilgma Borges De Paula started at Sobel & Co., LLC on September 4, 2012.

Education

- Master of Business Administration, Accounting, Baruch College, New York, New York
- Bachelor of Science, Business Administration, Berkeley College, New York, New York

Christina Casaburi (Back-Up Staff)

Audit Staff

Christina Casaburi started at Sobel & Co., LLC on January 7, 2013.

Education

- Bachelor of Science, Business Administration and Accounting, Montclair State University, Montclair, New Jersey

Brian Guzik (Back-Up Staff)

Audit Semi-Senior

Brian Guzik started at Sobel & Co., LLC on September 6, 2011.

Education

- Bachelor of Science, Accounting, The College of New Jersey, Ewing, New Jersey

Jamie Herman (Back-Up Staff)

Audit Staff

Jamie Herman started at Sobel & Co., LLC on September 4, 2012.

Education

- Bachelor of Science, Accounting and Finance, Rutgers University, New Brunswick, New Jersey

Chintan Sheth (Back-Up Staff)

Audit Staff

Chintan Sheth started at Sobel & Co., LLC on September 4, 2012.

Education

- Bachelor of Science, Accounting and Management Information Systems, Rutgers University, Newark, New Jersey

Rosemarie Perry (Administrative Staff)

Administrative Assistant

Rosemarie Perry started at Sobel & Co., LLC on January 2, 2008.

Valerie Carroll (Administrative Staff)

Administrative Assistant

Valerie Carroll started at Sobel & Co., LLC on March 23, 2011.

Education

- Bachelor of Arts, Montclair State University, Montclair, New Jersey



GUIDEPOST SOLUTIONS LLC

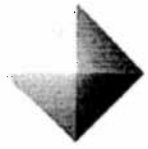
Kevin T. Brant, CPA, CFE

Financial / Audit Manager (Subject Matter Expert)

Kevin T. Brant is a Senior Managing Director of Forensic Accounting services at Guidepost Solutions based in New York. He is a Certified Public Accountant and Certified Fraud Examiner. Mr. Brant has over twenty-five years of experience in performing forensic accounting, monitoring and compliance services.

Prior to joining Guidepost Solutions, Mr. Brant was a Director of Litigation Support and Financial Investigations at BDO Consulting and a Senior Managing Director of the Financial Investigations at Citigate Global Intelligence & Security. He also worked at Kroll Associates as a Managing Director for Financial Investigations and has served as a Senior Special Auditor Investigator for the New York State Deputy Attorney General for Medicaid Fraud Control.

He has been engaged on numerous occasions to perform investigations of complex financial transactions, including clients in the financial sector. He worked with outside counsel for a major financial institution in response to a federal investigation of fraud and money laundering involving suspect Russian and American bank accounts. He has also assisted outside counsel to a prominent university to investigate a misappropriation of funds, which led to the arrest and conviction of employees in the cashier's office and a complicit bank employee. In addition, he has been retained to perform a tracing of funds in support of litigation involving hedge fund investments in the education sector. He worked jointly with outside counsel for a Fortune 100 specialty retailer to investigate and quantify losses of \$34 million resulting from vendor kickback arrangement with company's procurement manager. He provided management with recommendations for improvement of internal controls over the procurement process. Mr. Brant has also performed an investigation of a residential property manager in New York City that disclosed a scheme to embezzle funds through the use of fictitious vendor invoices. He has served as a neutral intermediary in the quantification of losses related to a multi-million dollar procurement fraud by construction contractors working for the Metropolitan Transportation Authority.



Relevant Integrity Monitoring Experience:

- Jacob K. Javits Convention Center Expansion and Renovation - Integrity monitorship of \$463 million project. Responsible for forensic audit component from 2009 to 2011.
- Lettire Construction Corp. - Prevailing wage monitorship for two apartment buildings. Provided forensic audit services (2012).
- Welsbach Electric Corp. - Provided forensic auditing services in conjunction with integrity monitorship covering multiple construction projects (2012).
- John P. Picone, Inc. - Independent review of M/W/DBE compliance program for Metropolitan Transportation Authority (2012 – 2013).
- The Arker Companies - Prevailing wage monitorship for owner / developer (2012 – 2013).
- Bear Stearns - Project integrity monitorship for construction of headquarters at 383 Madison Avenue, NYC. Provided forensic audit services (2002 – 2003).
- The Special Commissioner of Investigation for the New York City School District - Integrity monitorship of two school bus companies. Responsible for planning and implementation of forensic accounting services (2010 – 2011).
- New York City Business Integrity Commission - Integrity monitorship of New Jersey based waste hauler acquiring routes in New York City. Conducted interviews of company personnel, reviewed financial and operational books and records and reported to the Business Integrity Commission (2007 – 2009).



Scott E. Allegretto, CPA, CFE

Forensic Auditor (Program Manager)

Scott E. Allegretto is an Associate Managing Director of Guidepost Solutions LLC. He is a forensic auditor in the Business Investigations and Business Controls practice areas.

Mr. Allegretto has been with the company for over seven years. In that time, Mr. Allegretto has worked under Mr. Murray's direction on each of the company's monitorship assignments. His expertise in forensic auditing has made Mr. Allegretto integral to the company's development of corruption prevention auditing programs and to its on-going oversight of the financial activities of monitored companies and projects. In addition, Mr. Allegretto has relevantly conducted numerous complex financial fraud investigations in a wide range of industries.

Prior to joining Guidepost, Mr. Allegretto was a Senior Director for Citigate Global Intelligence and Security (CGIS), in its Business Investigations and Controls practice. Mr. Allegretto conducted financial investigations and fraud audits. Mr. Allegretto's experience includes the investigation of businesses in the transportation, construction, healthcare, municipalities and non-for-profit entities.

Prior to joining CGIS, Mr. Allegretto was a Director for Kroll Associates, Inc. in its Financial Services Group located in New York. Mr. Allegretto conducted financial investigations and fraud audits and was involved in a number of integrity monitorship programs. While at Kroll, Mr. Allegretto conducted hundreds of interviews, was responsible for developing audit procedures and audited the books and records of select vendors and departments of a large town municipality.

Mr. Allegretto began his forensic auditing career with the NYS Office of the Attorney General, Medicaid Fraud Control Unit. While there, Mr. Allegretto performed numerous forensic audits and financial investigations that involved "white collar" misconduct and testified in state grand jury proceedings. Mr. Allegretto is a Certified Public Accountant and Certified Fraud Examiner.

Relevant Integrity Monitoring Experience:

Project Name	Project Description	Approx. Project Cost (\$ Millions)	Dates of Monitorship
WTC - Vehicle Security Ctr.	Project Integrity Monitorship	\$800	2009 - 2013
Ruttura Concrete	Company Integrity Monitor - Several Projects	300	2007 - 2011
Welsbach Electric	Company Integrity Monitor - Several Projects	250	2007 - 2012
Abatement Contractor	Integrity Monitor for Asbestos Abatement Co.	14	1999 - 2000
Long Island Carting	Compliance Officer for six (6) carters on L.I.	40	1998 - 2002
American Bridge	Integrity Monitor - Bridge Renovation	140	2002 -2003



GUIDEPOST SOLUTIONS LLC

Kenneth C. Citarella, CFE

Investigations Project Manager (Project Manager)

Ken Citarella is Managing Director, Investigations and Cyber Forensics for Guidepost Solutions.

Ken joined Guidepost in September 2010 as Project Manager for claim fraud investigations for the Gulf Coast Claims Facility in its administration of the \$20 billion BP compensation fund. In that capacity, Ken supervised a staff of 300 professionals, including over 200 field investigators. Nearly 18,000 claims were referred for investigation, many of which involved the financial analysis of a claimant's business operations, including numerous construction-related entities. The project team wrote thousands of fraud reports which were described by an official of the U.S. Department of Justice as the finest body of investigative work he had ever seen.

Ken also worked as part of Guidepost's Integrity Monitor team in the New York City Rapid Repair Program overseeing Sandy-related reconstruction on Staten Island. Guidepost monitored those residential repairs from initial assessment through final walk through, documenting work order authorizations and variances between authorized work and actual performance, permitting New York City to properly evaluate invoices and satisfactory performance by contractors.

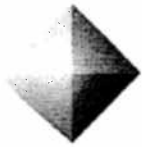
Before joining Guidepost Solutions, Ken worked with a commercial litigation law firm and with the Corporate Investigations Division of Prudential.

Ken had a distinguished 28-year career as a white-collar and computer crime prosecutor in the Westchester County (NY) District Attorney's Office, which he concluded as Deputy Chief of the Investigations Division. Ken prosecuted investment frauds, larcenies, embezzlements, anti-trust violations, public corruption, forgeries and many other economic crimes. A pioneer in computer crime prosecution, Ken obtained convictions for computer intrusions, malicious software attacks, a software time bomb, spamming, digital child pornography and the use of the Internet for child exploitation, among other cases.



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Ken is also an Adjunct Professor of Law at New York Law School, where he teaches a cybercrime course, a Certified Fraud Examiner and Certified Information Privacy Professional. Ken has lectured widely before professional, legal, academic, corporate and community groups on computer crime and fraud related issues. In 2011, Ken received the Lifetime Achievement Award from the High Technology Crime Investigation Association.



Jonathan L. Newcomb, CFE

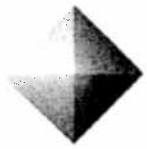
Research & Administration (Project Manager)

Mr. Newcomb has worked as an investigator for fifteen years. His skills range from complex research analytics to conducting every sort of field investigation, especially interviewing witnesses. Currently, he manages complex litigation support assignments, internal investigations of fraud, embezzlement, FCPA, and other violations, corporate integrity reviews and monitorships, and domestic and international complex due diligence for Fortune 500 companies, law firms, high net worth individuals and governmental agencies. He has a particular expertise in developing and implementing investigative plans that involve a variety of investigative resources and personnel.

Prior to joining Guidepost Solutions, LLC, Mr. Newcomb was a Principal at Proactive Integrity Associates, LLC (“PIA”), an investigative firm which focused on construction-related matters. Prior to joining PIA, Mr. Newcomb worked as a Senior Manager in the Global Business Intelligence and Investigations practice at UHY Advisors FLVS, Inc., a Senior Associate at Citigate Global Intelligence & Security, Inc. and a Manager at Decision Strategies, LLC, all of which are international investigative and forensic accounting firms.

Mr. Newcomb’s significant experience includes:

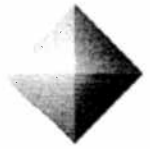
- Recently, Mr. Newcomb led the field operations for integrity monitoring of a prime construction contractor repairing residential properties as part of New York City’s Rapid Repairs Program following Superstorm Sandy. The project included, among other things, oversight of field labor activities, ensuring the integrity of the approval, verification and billing processes, checking the accuracy of contractor submissions and investigation of possible fraud.
- Mr. Newcomb was responsible for supervising an asset search for \$70 million embezzled from escrow account by an attorney convicted of running a \$700 million Ponzi scheme. This asset search involved individuals, entities and assets located in the United States, Caribbean and Europe.



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- Mr. Newcomb led a major litigation support fact finding investigation involving the September 11, 2001 attacks on the World Trade Center relating to insurance coverage for business interruption, property damage and personal injury, verification of specific damage claims for damages arising out of the attack, and collection and analysis of data used by engineers testifying as expert witnesses.
- Mr. Newcomb participated in an internal investigation at a credit card processing company involving allegations of conflict of interest, theft of trade secrets and falsified reporting of commissions and financial results. The investigation included a forensic review of the financial and other books and records of the company, extensive interviews with key employees in the financial control group, and background investigations of suspected employees.

Mr. Newcomb was awarded a Bachelor of Arts degree in Political Science and Criminal Justice from the University of Richmond. He is a Certified Fraud Examiner and serves as First Vice President and member of the Board of Directors of the New York Chapter of the Association of Certified Fraud Examiners. Mr. Newcomb is also licensed in New York State as a Private Investigator. In addition to his experience and certifications, he has pursued continuing professional education in a variety of disciplines, including fraud investigations, interrogation and interview techniques, anti-money laundering, white collar crime, digital forensics, relational databases and several other areas pertaining to investigations and compliance.



GUIDEPOST SOLUTIONS LLC

Jennifer Manca

Research Manager (Program Manager)

Jennifer Manca is a Senior Research Investigator and Analyst at Guidepost Solutions LLC. She has over nine years of experience conducting research using public records and financial filings, developing case management strategies as well as experience conducting field investigations and undercover assignments. At Guidepost, Ms. Manca handles complex due diligence assignments, background investigations and comprehensive asset searches.

Prior to working for Guidepost, Ms. Manca was a senior analyst for an international investigative and executive protection firm, and before that, was director of research for a high profile investigations and security firm.

Ms. Manca holds a Bachelor of Science degree in Criminal Justice from Northeastern University and a Master of Science degree in Criminal Justice from John Jay College of Criminal Justice, CUNY, where she concentrated in Investigations and Criminology.

COPY

**RFP # 14-X-23110
AUDITING AND OTHER RELATED SERVICES
FOR DISASTER RECOVERY (HURRICANE SANDY)**

Proposals Submissions Date: May 31, 2013 (2:00 p.m.)

**Volume 3
Section 4 – Price Schedule (Section 4.4.5)**

Bidder's Name: Sobel & CO, LLC

POOL 2: FINANCIAL AUDITING AND GRANT MANAGEMENT

LINE #	STAFF CLASSIFICATIONS	YEAR 1 HOURLY RATE	YEAR 2 HOURLY RATE	YEAR 3 HOURLY RATE
11	Partner/Principal/Director	\$ 325.00	\$ 335.00	\$ 345.00
12	Program Manager	\$ 195.00	\$ 200.00	\$ 205.00
13	Project Manager	\$ 250.00	\$ 260.00	\$ 270.00
14	Subject Matter Expert	\$ 285.00	\$ 295.00	\$ 305.00
15	Supervisory/Senior Consultant	\$ 210.00	\$ 215.00	\$ 220.00
16	Consultant	\$ 175.00	\$ 180.00	\$ 185.00
19	Associate/Staff	\$ 120.00	\$ 125.00	\$ 130.00
18	Administrative Support Staff	\$ 75.00	\$ 80.00	\$ 85.00

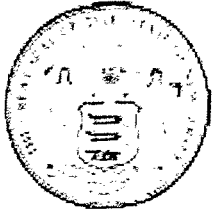
Line #	Pass Through Price Lines *	Year 1	Year 2	Year 3
19	Other Direct Costs	N/A	N/A	N/A
20	Travel Expenses and Reimbursements	N/A	N/A	N/A

- The State makes no guarantee of volume of work effort.
- * The Pass Through Price Lines shall be used to reimburse for Travel and Other Direct Costs only. No mark-up will be provided for Price Lines 9 and 10.

SIGNATORY PAGE

STATE OF NEW JERSEY REQUEST FOR PROPOSAL (RFP)

RFP/Solicitation Number: 14-X-23110



FOR: AUDITING AND OTHER RELATED SERVICES FOR DISASTER RECOVERY (HURRICANE SANDY)

Term Contract #: T2939
Requesting Agency: PROCUREMENT BUREAU
Requisition #: 1041262

ESTIMATED AMOUNT: \$ 0.00
CONTRACT EFFECTIVE DATE: July 01, 2013
CONTRACT EXPIRATION DATE: June 30, 2016
COOPERATIVE PURCHASING: NO
SET ASIDE: SMALL BUSINESS SUBCONTRACTING

TO ASK QUESTIONS CONCERNING THE CONTENTS OF THIS RFP. Please go to the Advertised Solicitation Current Bid Opportunities Web Page and click on the Quicklink button labeled Q&A. http://www.state.nj.us/treasury/purchase/bid/summary/14x23110.shtml

PURSUANT TO N.J. STATUTES, REGULATIONS AND EXECUTIVE ORDERS, PROPOSALS WHICH FAIL TO CONFORM WITH THE FOLLOWING REQUIREMENTS WILL BE SUBJECT TO REJECTION:

- 1) PROPOSALS MUST BE RECEIVED AT OR BEFORE THE PUBLIC OPENING TIME OF 2:00 PM EASTERN TIME ON May 30, 2013 AT THE FOLLOWING ADDRESS...
2) THE BIDDER MUST SIGN THE PROPOSAL
3) THE PROPOSAL MUST INCLUDE ALL PRICE INFORMATION...
4) ALL PROPOSAL PRICES MUST BE TYPED OR WRITTEN IN INK
5) ALL CORRECTIONS, WHITE-OUTS, ERASURES, RESTRIKING OF TYPE, OR OTHER FORMS OF ALTERATION...
6) THE BIDDER MUST COMPLETE AND SUBMIT ALL FORMS, CERTIFICATIONS, REGISTRATIONS AND OTHER DOCUMENTS AS REQUIRED IN THE RFP.
7) THE BIDDER MUST ATTEND THE MANDATORY PRE-PROPOSAL CONFERENCE(S) AND SITE VISIT(S) AT THE FOLLOWING DATE(S) AND TIME(S):
8) FOR SET ASIDE CONTRACTS ONLY, A BIDDER MUST BE REGISTERED WITH THE N.J. DIVISION OF REVENUE AS A SMALL BUSINESS BY THE DATE OF PROPOSAL OPENING.

ADDITIONAL REQUIREMENTS

- 9) BY SIGNING AND SUBMITTING THIS PROPOSAL, THE BIDDER CERTIFIES AND CONFIRMS THAT NEITHER THE BIDDER, ITS REPRESENTATIVES, AGENTS OR LOBBYISTS HAVE INITIATED ANY INAPPROPRIATE CONTACT WITH ANY EXECUTIVE BRANCH EMPLOYEE DURING THE PROCUREMENT TO ATTEMPT TO AFFECT THE BIDDING PROCESS AND SHALL NOT DO SO AFTER SUBMISSION OF THE PROPOSAL.
10) PERFORMANCE SECURITY: \$ N/A OR N/A %
11) PAYMENT RETENTION N/A %
12) BY SIGNING AND SUBMITTING THIS PROPOSAL, THE BIDDER CONSENTS TO RECEIPT OF ANY AND ALL DOCUMENTS RELATED TO THIS RFP AND THE RESULTING CONTRACT BY ELECTRONIC MEDIUM OR FACSIMILE.

TO BE COMPLETED BY BIDDER

13) FIRM NAME: Sobel & Co., LLC
ADDRESS 1: 293 Eisenhower Pky, Suite 290
ADDRESS 2:
CITY: Livingston
STATE: New Jersey
ZIP: 07932

14) THE BIDDER MUST SUBMIT WITH THE PROPOSAL BID SECURITY IN THE AMOUNT OF \$ N/A OR N/A %
CHECK THE TYPE OF BID SECURITY SUPPLIED:

- ANNUAL BID BOND ON FILE
CERTIFIED OR CASHIERS CHECK ATTACHED
BID BOND ATTACHED
LETTER OF CREDIT ATTACHED
NONE

- 15) DELIVERY CAN BE MADE DAYS OR WEEKS AFTER RECEIPT OF ORDER. 16) REQUESTED DELIVERY: 30 DAYS AFTER RECEIPT OF ORDER
17) CASH DISCOUNT TERMS (SEE RFP) %, DAYS NET DAYS
18) BIDDER PHONE NO 973-994-9494 EXT 182
19) BIDDER FAX NO 973-994-1571 EXT
20) BIDDER EMAIL ADDRESS ron.matan@sobel-cpa.com
21) FEDERAL EMPLOYER IDENTIFICATION NUMBER

SIGNATURE OF THE BIDDER ATTESTS THAT THE BIDDER HAS READ, UNDERSTANDS, AND AGREES TO ALL TERMS, CONDITIONS, AND SPECIFICATIONS SET FORTH IN THE REQUEST FOR PROPOSAL, INCLUDING ALL ADDENDA. FURTHERMORE, SIGNATURE BY THE BIDDER SIGNIFIES THAT THE REQUEST FOR PROPOSAL AND THE RESPONSIVE PROPOSAL CONSTITUTES A CONTRACT IMMEDIATELY UPON NOTICE OF ACCEPTANCE OF THE PROPOSAL BY THE STATE OF NEW JERSEY FOR ANY OR ALL OF THE ITEMS BID, AND FOR THE LENGTH OF TIME INDICATED IN THE REQUEST FOR PROPOSAL. FAILURE TO ACCEPT THE CONTRACT WITHIN THE TIME PERIOD INDICATED IN THE REQUEST FOR PROPOSAL, OR FAILURE TO HOLD PRICES OR TO MEET ANY OTHER TERMS AND CONDITIONS AS DEFINED IN EITHER THE REQUEST FOR PROPOSAL OR THE PROPOSAL DURING THE TERM OF THE CONTRACT, SHALL CONSTITUTE A BREACH AND MAY RESULT IN SUSPENSION OR DEBARMENT FROM FURTHER STATE BIDDING. A DEFAULTING CONTRACTOR MAY ALSO BE LIABLE, AT THE OPTION OF THE STATE, FOR THE DIFFERENCE BETWEEN THE CONTRACT PRICE AND THE PRICE BID BY AN ALTERNATE VENDOR OF THE GOODS OR SERVICES IN ADDITION TO OTHER REMEDIES AVAILABLE.

22) ORIGINAL SIGNATURE OF BIDDER
Ronald G. Matan

23) DATE May 30, 2013

24) PRINT/TYPED NAME
Ronald G. Matan

25) TITLE Member